




JAMES BRAINARD, MAYOR

Date: January 3, 2018

To: All Concerned

From: Michael Hollibaugh 
DOCS Director

Re: 2018 Filing Fee adjustment

The attached 2018 Filing Fee Schedule for the Department of Community Services provides a list of all fees for services provided by the Department, pursuant to the Unified Development Ordinance, Article 1.29.

The 2018 Fee Schedule reflects a 2.5% increase over the 2017 Fees. This adjustment is based upon data obtained from the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index, *U.S. City Average for Services* for the period July, August, and September 2017. The Parks and Recreation Impact Fee was not included in this adjustment as it increases based upon the Unified Development Ordinance Article 1.30, but it has also increased since last year and is reflected in the Fee Schedule.

This increase will be effective as follows:

1. The effective date for increases related to Zoning and Development fees will be Tuesday, January 2, 2018.
2. The effective date for fee increases related to building and sign permits, temporary use permits, inspections and C/Os, etc. will be Monday, April 2, 2018. This ninety (90) day delay is pursuant to Indiana Code.
3. The effective date for the Parks and Recreation Impact Fee increase will be June 15, 2018.

Please contact me with questions or comments regarding any of the above at 571-2417.

DOCS 2018 Fee Schedule

Zoning & Development related fees effective 1/2/2018

Building/Inspection related fees and Sign fees effective 4/2/2018

Parks & Recreation Impact Fee effective 6/15/2018

Zoning & Development Fees	2018
Primary Plat	\$ 1,070.00
per lot	\$ 141.00
Amended Plat or Replat (Primary, Secondary or Plat Vacation)	\$ 352.00
per lot	\$ 141.00
Secondary Plat	\$ 1,070.00
per lot	\$ 141.00
Lot Split	\$ 353.00
Zoning Ordinance Amendment/Rezone	\$ 1,027.00
per acre	\$ 141.00
Planned Unit Development (PUD) Ordinance	\$ 3,335.00
per acre	\$ 141.00
Development Standards Variance	
Single Family (primary residence)	\$ 341.00
each additional	\$ 103.00
All other	\$ 1,357.00
each additional	\$ 640.00
Use Variance	\$ 1,780.00
per acre	\$ 141.00
Special Exception	\$ 1,780.00
per acre	\$ 141.00
Subdivision Waiver/Zoning Waiver	\$ 1,070.00
each additional	\$ 496.00
Special Use / SU Amendment	\$ 1,070.00
per acre	\$ 141.00
Appeal	\$ 171.00
Development Plan (DP)	\$ 1,070.00
per acre	\$ 141.00
DP Amendment	\$ 1,070.00
per acre	\$ 141.00
ADLS	\$ 1,070.00
per acre	\$ 141.00
ADLS Amendment	
sign only	\$ 109.00
per sign	\$ 27.00
building/site	\$ 711.00
per acre	\$ 68.00
Condominium Review (HPR)	\$ 1,424.00
per lot	\$ 141.00
Commitment Amendment	\$ 1,370.00
Site Plan and Design Review (SDR) (Old Town)	
residential	\$ 171.00
commercial	\$ 496.00
Technical Advisory Committee (only)	\$ 353.00
Traffic Impact Analysis Review	\$ 1,070.00
Traffic Study Review	\$ 2,142.00
Zoning Certificate	\$ 103.00
Time Extension Review	\$ 209.00
Re-review fee	\$ 209.00
BZA Hearing Officer	
residential	\$ 176.00
each additional	\$ 103.00
commercial	\$ 711.00
each additional	\$ 353.00

Land Disturbance Permit	\$	176.00
per acre	\$	33.00
Sexually Oriented Business Permit (Annual)	\$	1,425.00
Signs		
Sign Permit	\$	103.00
Sign Installation Improvement	\$	41.00
per sq. ft.	\$	1.95
Improvement Location Permit (ILP) Fees		
Industrial, Institutional, Commercial	\$	517.00
per gross sq. ft., plus inspections	\$	0.22
Single Family	\$	507.00
per gross sq. ft., plus inspections, PRIF, and C/O	\$	0.11
Two-Family	\$	517.00
per gross sq. ft., plus inspections, PRIF, and C/O	\$	0.11
Multi-Family	\$	517.00
per unit, plus inspections, PRIF, and C/O	\$	353.00
Dwelling Additions	\$	171.00
per sq. ft., plus inspections	\$	0.13
Detached garage or carport + inspections	\$	171.00
Residential Accessory Building	\$	103.00
per sq. ft. over 150, plus inspections	\$	0.11
Structural Modification Residential	\$	171.00
plus inspections		
Structural Modification Non-Residential	\$	376.00
per sq. ft. plus inspections	\$	0.20
Moving/Changing Location	\$	176.00
plus inspections		
Swimming Pool Residential	\$	353.00
per sq. ft., plus inspections	\$	0.11
Fence Permit	\$	51.00
Temporary Use Permit (up to 18 mos.)	\$	353.00
plus applicable inspections		
Temporary Sign	\$	103.00
Temporary Use Extension (up to 6 mos)	\$	103.00
Special Event Permit	\$	176.00
Special Event Extension	\$	103.00
Time Extension Review	\$	209.00
Re-review Fee		
residential	\$	176.00
commercial	\$	353.00
Plan Amendment		
residential	\$	176.00
commercial	\$	353.00
Certificate of Occupancy (in addition to ILP, inspection fees)		
Residential C/O per unit	\$	68.00
Industrial, Commercial & Institutional C/O,	\$	141.00
Partial C/O	\$	-
residential	\$	141.00
commercial	\$	283.00
	\$	-
Temporary C/O		
residential	\$	33.00
commercial	\$	68.00
Certificate of Substantial Completion	\$	141.00
Parks and Recreation Impact Fees (PRIF)		
Per Dwelling Unit	\$	2,457.00
effective June 15, 2018	\$	2,702.00

Demolition Fees	
Demolition	\$ 176.00
demo - each additional structure	\$ 103.00
Inspection Fees	
Footing/Underslab Plumbing	
residential	\$ 71.00
commercial	\$ 130.00
Electrical	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Bonding and Grounding	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Rough-in	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Final Structure	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Final Site	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Other Inspection	\$ -
residential	\$ 71.00
commercial	\$ 130.00
Duplicate Permit Placards	\$ 19.25
Permit Late Fees	
single-family	twice normal permit fee
multi-family	twice normal permit fee
commercial	twice normal permit fee
industrial	twice normal permit fee
institutional	twice normal permit fee
other use	\$ 141.00
each additional day (up to \$2,500)	\$ 33.00
Inspection Late Fees	
Single-, Two-family, Townhome- each offense	\$ 1,070.00
Multi-family- each offense	\$ 1,427.00
Commercial- each offense	\$ 1,427.00
Industrial- each offense	\$ 1,427.00
Institutional- each offense	\$ 1,427.00
Residential Other- each offense	\$ 713.00
Builder Application	
Builder Application - annual fee	\$ 169.00
Massage Therapist	
Massage Therapist Permit Fee - every 24 months	\$ 20.00
Record Research/Plan Retrieval	
per request	\$ 68.00
no charge if for primary residence	

2.5% increase based upon 2017 Consumer Price Index - US
City Avg - Services (for July, Aug. Sept.)